

**TOWN OF DAVIE**  
**TOWN COUNCIL AGENDA REPORT**

**TO:** Mayor and Councilmembers

**FROM/PHONE:** Kristi Caravella, Assistant Town Administrator, 797-1034

**PREPARED BY:** Gay Moo Young, Confidential Secretary, 797-1045

**SUBJECT:** Resolution

**AFFECTED DISTRICT:** Townwide

**ITEM REQUEST:** **Schedule for Council Meeting**

**TITLE OF AGENDA ITEM:** BID - A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA ACCEPTING THE BID RECOMMENDATION FOR THE SUPPLY OF RECYCLING BINS.(\$20,000)

**REPORT IN BRIEF:** A competitive bid was conducted for the supply of recycling bins which are needed for the Town's residential recycling program. The Town sent out specifications to seventeen (17) prospective bidders. The Town received four (4) responses, including two (2) no bid responses. All bids were evaluated with regard to compliance with the specifications. The recommendation is for ORBIS Corporation as the lowest responsive and responsible bidder.

The Town requested a unit price and reserved the right to purchase as many bins as needed based upon that unit price. The Town's budget for this purchase is \$40,000 (\$20,000 in Town funds and \$20,000 from the Resource Recovery Board recycling grant). Therefore, the Town will be purchasing 6,400 bins at a cost of \$6.25 per bin.

**PREVIOUS ACTIONS:** None

**CONCURRENCES:** The recommended award has been reviewed by the Procurement Manager and the Bid Specification Committee who concur with the decision to award to the lowest responsive and responsible bidder.

**FISCAL IMPACT:** Yes

Has request been budgeted? Yes

If yes, expected cost: \$40,000

Account name and number: 001-0122-512.03-06 (Operating Expense/Contractual Services)

Additional Comments: The Town has received a \$20,000 Recycling Grant from the Resource Recovery Board. The grant is a \$1:\$1 match.

**RECOMMENDATION(S):** Motion to approve resolution

**Attachment(s):** Procurement Authorization; Award recommendation; Bid Tabulation; Incorporation Information

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA ACCEPTING THE BID RECOMMENDATION FOR THE SUPPLY OF RECYCLING BINS.

WHEREAS, the Town of Davie is in need of recycling bins; and

WHEREAS, the Town of Davie solicited sealed bids for such products; and

WHEREAS, after review, the Town Council wishes to accept the bid from ORBIS Corporation.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DAVIE, FLORIDA:

SECTION 1. The Town Council hereby accepts the bid from ORBIS Corporation for the supply of recycling bins in the amount of \$40,000.

SECTION 2. The Town Council hereby authorizes the expenditure from Operating Expense/Contractual Services Account (001-0122-512.03-06).

SECTION 3. This resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2010

\_\_\_\_\_  
MAYOR/COUNCILMEMBER

Attest:

\_\_\_\_\_  
TOWN CLERK

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2010

# TOWN OF DAVIE PROCUREMENT AUTHORIZATION FORM

**ACCOUNT NUMBER** **ITEM DESCRIPTION** **APPROXIMATE COST**

001-0122-512-03-06 Red recycling bins \$40,000.00  
TIA - CONTRACTUAL SERVICES

**METHOD OF PROCUREMENT** (check the one that applies)

- ☒ Open Competitive Bidding  
☐ Piggyback on Contract Number (including name of entity) \_\_\_\_\_  
☐ Sole Source  
☐ Single Source  
☐ Request for Proposal/Qualification  
☐ Co-Op Bid Number \_\_\_\_\_

☒ **SPECIFICATIONS & LIST OF VENDORS MUST BE ATTACHED** both are attached

Signed Kristi Canonella (Pon)  
Department Director

**TOWN ADMINISTRATOR AND PURCHASING DIVISION USE ONLY. DO NOT WRITE BELOW THIS LINE.**

Funds pre-encumbered by requisition number 38911

Date 3/19/10 Signed [Signature]

Signed Gary Shuman  
Town Administrator

**BIDS SUBMITTED**

<u>Vendor</u>	<u>Cost/Ranking</u>
ORBIS CORP.	\$37,500.00
BUSCH SYSTEMS	56,520.00
TOTER INCORPORATED	No Bid
RENRIG PACIFIC COMPANY	No Bid

Signed [Signature]  
Procurement Manager

**BID SPECIFICATION COMMITTEE'S RECOMMENDATION**

ORBIS CORPORATION  
Vendor

\$37,500.00  
Cost

# BID OPENING REPORT

BID NAME: Recycling Bins

TIME: 2:01

BID NUMBER: B-10-64

DATE: 4.15.10

ESTIMATED COST: \$40,000.00

NO. CONTRACTOR'S NAME BID AMOUNT COMMERCIAL RANKING

1.	Chips Corp.	\$6.25 - each \$37,500.00 -	1
2.	Busch Systems	\$9.42 - each \$56,520.00 -	2
3.	Jetter Incorporated	NO Bid	/
4.	Rehrig Pacific Co.	NO Bid	/
5.			
6.			
7.			
8.			
9.			
10.			

## REMARKS

SPECS. SENT TO SEVENTEEN (17) PROSPECTIVE BIDDERS

TOWN REC'D FOUR (4) RESPONSES (2 BIDS AND 2 "NO BID" RESPONSES)

NOTE: THE ABOVE BID AMOUNTS HAVE NOT BEEN CHECKED, AND BID TOTALS ARE SUBJECT TO CORRECTION AFTER THE BIDS HAVE BEEN COMPLETELY REVIEWED.

THIS IS ONLY A FINANCIAL RANKING OF ALL THE BIDS RECEIVED. THE USING DEPARTMENT IS RESPONSIBLE FOR REVIEWING THE BIDS FOR COMPLIANCE WITH ALL THE BID SPECIFICATIONS PRIOR TO SUBMITTAL OF LETTER OF RECOMMENDATION.

PURCHASING OFFICIAL: Angela Salecia

DATE: 4.15.10

WITNESS: Elena Blackston

DATE: 4.15.10

# Wisconsin Department of Financial Institutions

## Strengthening Wisconsin's Financial Future

Search for:

ORBIS Corporation

Search Records

[Search](#)  
[Advanced Search](#)  
[Name Availability](#)

### Corporate Records

Result of lookup for **M051282** (at 4/20/2010 2:30 PM)

## ORBIS CORPORATION

You can: [File an Annual Report](#) - [Request a Certificate of Status](#) - [File a Registered Agent/Office Update Form](#)

### Vital Statistics

**Entity ID** M051282

**Registered Effective Date** 08/24/1999

**Period of Existence** PER

**Status** Incorporated/Qualified/Registered [Request a Certificate of Status](#)

**Status Date** 08/24/1999

**Entity Type** Domestic Business

**Annual Report Requirements** Business Corporations are required to file an Annual Report under s.180.1622 WI Statutes.

### Addresses

**Registered Agent Office** MARK P. FOGARTY  
1645 BERGSTROM RD  
PO BOX 367  
NEENAH , WI 54957-0367  
[File a Registered Agent/Office Update Form](#)

**Principal Office** 1645 BERGSTROM RD  
PO BOX 367  
NEENAH , WI 54957-0367  
UNITED STATES OF AMERICA

### Historical Information

#### Annual Reports

Year	Reel	Image	Filed By	Stored On
2009	000	0000	online	database
2008	000	0000	online	database
2007	000	0000	online	database
2006	000	0000	online	database
2005	000	0000	online	database
2004	000	0000	online	database
2003	000	0000	online	database
2002	000	0000	online	database

2001	000	0000	online	database
2000	022	0605	paper	microfilm

[File an Annual Report - Order a Document Copy](#)

**Certificates of  
Newly-elected  
Officers/Directors**

None

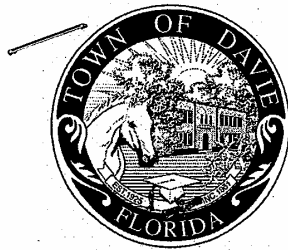
**Old Names**

Change Date	Name
Current	ORBIS CORPORATION
10/31/2001	MENASHA MATERIAL HANDLING CORPORATION

**Chronology**

Effective Date	Transaction	Filed Date	Description
08/24/1999	Incorporated/Qualified/Registered	08/25/1999	
09/27/2001	Change of Registered Agent	09/27/2001	FM16-E-Form
10/31/2001	Amendment	11/01/2001	Old Name = MENASHA MATERIAL HANDLING CORPORATION
01/01/2004	Merger (survivor)	12/30/2003	02 0020523 (ORBIS PLASTIC MOLDING, INC.)
01/01/2004	Merger (survivor)	12/30/2003	02 N024002 (NUCON CORPORATION)
09/22/2004	Change of Registered Agent	09/22/2004	FM16-E-Form
11/13/2006	Change of Registered Agent	11/13/2006	FM16-E-Form
10/03/2007	Change of Registered Agent	10/03/2007	FM16-E-Form
05/13/2009	Change of Registered Agent	05/13/2009	FM13-E-Form
10/06/2009	Change of Registered Agent	10/06/2009	FM16-E-Form
12/31/2009	Merger (survivor)	12/30/2009	UNL FGN
12/31/2009	Merger (survivor)	12/30/2009	UNL FGN
12/31/2009	Merger (survivor)	12/30/2009	UNL FGN

[Order a Document Copy](#)



ADMINISTRATION DEPARTMENT  
PROGRAMS DIVISION

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6591 ORANGE DRIVE • DAVIE, FLORIDA 33314  
PHONE: 954.797.1045 • FAX: 954.797.2095 • WWW.DAVIE-FL.GOV

## Memorandum

TO: Herb Hyman, Purchasing Manager  
FROM: Gay Moo Young *gmy*  
SUBJECT: Recommendation for Recycling Bins  
DATE: April 16, 2010

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Herb:

I have reviewed the bids submitted, and recommend Orbis Corporation as the lowest bidder.

cc Bid Spec Committee  
Kristi Caravella  
Phillip Holste



**Request for Taxpayer  
Identification Number and Certification**

Give form to the  
requester. Do not  
send to the IRS.

Print or type  
See Specific Instructions on page 2.

Name <b>Orbis Corporation</b>	
Business name, if different from above	
Check appropriate box: <input type="checkbox"/> Individual/ Sole proprietor <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Other ▶	
<input type="checkbox"/> Exempt from backup withholding	
Address (number, street, and apt. or suite no.) <b>1055 Corporate Center Drive</b>	Requester's name and address (optional) <i>Town of Nare 6591 Orange Dr Davie FL</i>
City, state, and ZIP code <b>Oconomowoc, WI 53066-0389</b>	
List account number(s) here (optional) <b>3331X</b>	

**Part I Taxpayer Identification Number (TIN)**

Enter your TIN in the appropriate box. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see **How to get a TIN** on page 3.

**Note:** If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number								
or								
Employer identification number								
3	9	1	9	6	8	2	9	8

**Part II Certification**

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. person (including a U.S. resident alien).

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. (See the Instructions on page 4.)

Sign Here	Signature of U.S. person ▶ <i>Thomas Poulos</i>	Date ▶ <i>01/06/09</i>
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**Purpose of Form**

A person who is required to file an information return with the IRS, must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

**U.S. person.** Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee.

**Note:** If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

**Foreign person.** If you are a foreign person, use the appropriate Form W-8 (see Pub. 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

**Nonresident alien who becomes a resident alien.**

Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the recipient has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement that specifies the following five items:

- The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
- The treaty article addressing the income.
- The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
- The type and amount of income that qualifies for the exemption from tax.
- Sufficient facts to justify the exemption from tax under the terms of the treaty article.

**Town of Davie  
Vendor/Bidder Disclosure**

I, Randall J. Phelps, being first duly sworn state that:  
The full legal name and business address of the person(s) or entity contracting with the  
Town of Davie ("Town") are as follows (Post Office addresses are not acceptable):

Name of Individual, Firm, or Organization: ORBIS Corporation  
Address: 1055 Corporate Center Drive  
Oconomowoc, WI 53066  
FEIN 39-1968298  
State and date of incorporation Wisconsin, 8/24/1999

**OWNERSHIP DISCLOSURE AFFIDAVIT**

1. If the contract or business transaction is with a corporation, the full legal name and business address shall be provided for each officer and director and each stockholder who directly or indirectly holds five percent (5%) or more of the corporation's stock. If the contract or business transaction is with a trust, the full name and address shall be provided for each trustee and each beneficiary. All such names and address are as follows (Post Office addresses are not acceptable):

Full Legal Name	Address	Ownership
<u>See page 3, list of directors and officers</u>		<u>%</u>
<u></u>		<u>%</u>
<u></u>		<u>%</u>
<u></u>		<u>%</u>

2. The full legal names and business addresses of any other individual (other than subcontractors, materialmen, suppliers, laborers, and lenders) who have, or will have, any legal, equitable, or beneficial interest in the contract or business transaction with the Town are as follows (Post Office addresses are not acceptable):

Full Legal Name	Address
<u>None</u>	
<u></u>	
<u></u>	
<u></u>	

By: Randall J. Phelps  
Signature of Affiant  
Randall J. Phelps  
Print Name

Date: November 11, 2009

SUBSCRIBED AND SWORN TO or affirmed before me this 11<sup>th</sup> day of  
November 2009, by Randall J. Phelps, he/she is  
personally known to me or has presented NA as  
identification.

Regina Handston  
Notary Public, State of ~~Florida~~ Wisconsin

Print or Stamp of Notary

N/A  
Serial Number

My Commission Expires: 2/5/2012